

**MINUTES OF A REGULAR MEETING OF THE  
TORRANCE PARKS AND RECREATION COMMISSION**

**1. CALL TO ORDER**

The Torrance Parks and Recreation Commission convened in a regular session at 7:00 p.m. on Wednesday, April 11, 2012, in the West Annex meeting room at Torrance City Hall.

**2. ROLL CALL**

Present: Commissioners Baxter, Gilbert, Greenberg, Hays and Mayeda.

Absent: Commissioner Ning and Chairperson Taniguchi

Also Present: Community Services Director Jones, Senior Business Manager Minter, Recreation Services Manager Brunette, Park Services Manager Carson.

**MOTION:** Commissioner Gilbert moved to approve the excused absences of Commissioner Ning and Chairperson Taniguchi; motion was seconded by Commissioner Hays. The motion passed by a roll call vote. (Absent Commissioner Ning and Chairperson Taniguchi)

**3. FLAG SALUTE**

Commissioner Gilbert led the Pledge of Allegiance.

**4. AFFIDAVIT OF POSTING**

**MOTION:** Commissioner Baxter moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting. Commissioner Gilbert seconded the motion. The motion passed by a roll call vote. (Absent Commissioner Ning and Chairperson Taniguchi)

**5. APPROVAL OF MINUTES**

**5A. MINUTES OF MARCH 14, 2012**

**MOTION:** Commissioner Gilbert moved for the approval of the March 14, 2012 Parks and Recreation Commission meeting minutes as submitted. Commissioner Greenberg seconded the motion. The motion passed by a roll call vote. (Absent Commissioner Ning and Chairperson Taniguchi)

**6. ORAL COMMUNICATIONS #1**

Matthew Yu, West 234<sup>th</sup> Place, stated that he was a representative for the Torrance Youth Council and that he attended South High School.

Diana Im, Spencer Street, stated that she was a representative for the Torrance Youth Council and that she attended CAMS.

**7. NEW BUSINESS**

**7A. APPROVAL OF THE NON-PROFIT SOCIAL SERVICES AGENCIES 2010-2011  
FINANCIAL & NARRATIVE STATEMENTS**

Commissioner Gilbert presented the report to staff from the Grants Committee and stated that all agencies that had received a grant last year had submitted their documentation and the Grants Committee had approved the documentation. She requested that the Commission approve the documentation.

**MOTION:** Commissioner Baxter moved for the approval of the non-profit social services agencies 2010-2011 financial and narrative statements. Commissioner Hays seconded the motion. The motion passed by a roll call vote. (Absent Commissioner Ning and Chairperson Taniguchi)

## **8. OLD BUSINESS**

### **8A. MID YEAR 2011-2012 CITY BUDGET UPDATE**

Community Services Director Jones stated the City Council's Finance and Governmental Operations Committee had met on April 3 to review the midyear budget and that the Commission had a copy of the information from that meeting. He reported that the planning for next year's budget would start on May 8 and May 15. He stated that he anticipated that the fee recovery subsidy plan that was discussed at the last Commission meetings would be presented to City Council during the budget planning meetings. He requested that the Commissioners come to the City Council planning meeting to support the department.

Community Services Director Jones noted that the meeting would be on Tuesday, May 8 at 7:00 p.m.

In response to a question from Commissioner Hays, Community Services Director Jones stated that the shortfall gap had been anticipated and a solution had been developed through the subsidy plan.

Senior Business Manager Minter explained that budget reductions that had been developed through the subsidy plan had been implemented right away to any programs where the reduction was sustainable. He noted that although the mid-year report showed that revenues were down, it did not reflect that expenditures were also down in almost equal amounts.

### **8B. SEASIDE HEROES PARK MEMORIAL WALL HONOR PROGRAM**

Senior Business Manager Minter presented the history of the program and stated that the City Council had asked the Commission to review the possibility of having additional names added to the wall. He noted that the Commission had assigned the Facilities Committee to develop criteria for the recognition program. He explained that the guidelines that the Facilities Committee had developed included: a description of the program, an application, the nomination application process and a map of the defining boundaries of the program.

Senior Business Manager Minter noted that all Torrance residents, who were part of the military and who lost their lives were recognized on the Veteran's Wall at City Hall. He stated that the Seaside Heroes Park Memorial Wall Honor would be an additional recognition for those residents of the Seaside/South Torrance area who met the criteria.

Senior Business Manager Minter explained that a notice of tonight's meeting had been sent out last week to residents living within a 500 foot radius of the park, as well as to Homeowner's Association contacts.

Commissioner Baxter stated that the geographical area that the Committee had recommended to the Commission corresponded to the current South High School district. He noted that the area was chosen because it was consistent with the beginning concept for the Park.

Commissioner Baxter explained how the Committee had developed their criteria for the program and noted that the Committee had used the three individuals now recognized in the park as the benchmark to establish the requirements.

Commissioner Greenberg added that it was a great honor to develop the criteria that would continue to recognize the three individuals who are honored in the park as well as any other future honoree.

Commission Baxter noted that the Committee had considered several options for the placement of recognition for future honorees.

Commission Hays commended the Committee for their work to develop the program and the criteria. He noted that there was an error in number 2 and that it should read, "the individual must been in the military, in one of the five branches of the military".

Senior Business Manager Minter reported that if the full Commission approved the Facilities Committee report, the document would go before the City Council in May. He noted that any new applications for recognition would come back before the Commission for consideration.

Melissa Wright stated that she was one of the people who worked on the onset of the project. She added that there had been another person who might also meet the criteria and whose application might come before the Commission. She thanked the Commission for their work and suggested that information on the new program for Hometown Heroes Banners could be made available to those who did not meet the criteria for Seaside.

June Lee, Vander Hill Road, commended the Commission for their work on the program.

Melissa Wright announced that on April 28 there would be a beautification program at Seaside Heroes Park from 9:00 a.m. to 2:00 p.m.

June Lee stated that there was a problem with someone smoking at the park and that she was going to place an additional sign. Senior Business Manager Minter stated that he would double the patrol by the ranger.

In response to a question from Commissioner Gilbert, Senior Business Manager Minter stated that there might be one or two individuals who might also be qualified to be included. He stated that the City had several programs to honor veterans and that staff would try to link the various programs on the website to make all the programs information available in one grouping.

Senior Business Manager Minter noted that there was a correction to page 1 of attachment A to omit "schools attended" on the application.

**MOTION:** Commissioner Hays moved for the approval of the Seaside Heroes Park Memorial Wall Honor Program with the recommended amendments. Commissioner Gilbert seconded the motion. The motion passed by a roll call vote. (Absent Commissioner Ning and Chairperson Taniguchi)

#### **8C. WITHDRAWAL OF APPEAL BY PEDIATRIC THERAPY NETWORK**

Recreation Services Manager Brunette stated that the Pediatric Therapy Network requested that their request for an appeal be withdrawn as they were able to have their program at a different location and would be able to use their original grant funds.

#### **9. STANDING COMMITTEE UPDATES**

##### **9A. FACILITIES COMMITTEE**

Has not met.

##### **9B. GRANTS COMMITTEE**

Commissioner Gilbert stated that the Grants Committee had met and had approved the non-profit social service agencies 2010-2011 financial and narrative statements.

**9C. OPEN SPACE COMMITTEE**

Has not met.

**9D. PROGRAMS COMMITTEE**

Has not met.

**10. MONTHLY DEPARTMENT ACTIVITY**

**10A. ADMINISTRATIVE SERVICES DIVISION**

Senior Business Manager Minter distributed the first edition brochure of the Home Improvement Program and explained that the division was looking into ways to improve and revise the brochure as well as increase awareness for the program's website. He added that the program benefitted both the young people who were given the opportunity to gain the skills necessary to perform the job and those that did not have the resources or the skills to perform the jobs themselves.

He noted that the supervisor and the coordinator of the program would attend a future meeting to discuss the type of projects that were under consideration, such as wheel chair ramps and exterior painting.

**10B. PARK SERVICES DIVISION**

Park Services Manager Carson announced that this month was City Beautification Month and stated that Park Services had been actively involved with neighborhood groups in park cleanups. He added that last week La Romeria and Entradero Parks were cleaned and this week's cleanup was scheduled for Wilson Park with Seaside Heroes Park scheduled for the end of the month. He noted that in honor of the Centennial there would be a tree planting dedication on April 28 at Lago Seco Park which would mark the beginning of the program to plant 100 trees throughout Torrance parks and the City.

Commissioner Greenberg thanked the Park Services Division for repainting the sign at De Portola Park.

Commissioner Hays noted that the Old Torrance Neighborhood Association had cleaned El Prado Park last weekend. He noted that El Prado Park had been very clean to start with and thanked Park Services for making the Association's job easy.

Responding to a question from Commissioner Hays, Park Services Manager Carson stated that the planting of the 100 trees for the Centennial would help with tree replacement in the parks, but that there should be a systematic long term plan for tree removal and replacement. He noted that the Park Services had begun a systematic tree trimming program, which was the first step in the plan.

**10C. RECREATION SERVICES DIVISION**

Recreation Services Manager Brunette noted that the Community Services Director Jones had chaired the opening ceremonies committee of the 2012 California Parks and Recreation Society conference in Long Beach. Recreation Services Manager Brunette named the Torrance staff that had been or would be District board members of the Society: Darren McClelland (outgoing) Patty Olson (incoming), Allison Saufua and Melissa Lynch, who would be the incoming president of the district.

Recreation Services Manager Brunette noted that Youth Basketball's overall ratings from participant's evaluations had been a 4.4 out of 5 and that the individual evaluations were available online. He announced that the Torrance Dance and Drill team had placed first place overall in their first competition and that in the Special Olympics Program in San Diego, the men's sports basketball team had finished first and the women's team had finished second.

He reminded the Commission that the Torrance Sports Festival would be on April 14 at Wilson Park.

**11. ORAL COMMUNICATIONS #2 Staff and Public Comments**

Community Services Director Jones shared that staff had held a meeting with the Pueblo Park community to inform them that they had not obtained funding for Pueblo Park from a Prop 84 grant. He stated that he then discussed a backup plan for a community park which would entail upgrading and refurbishing a City site adjacent to the Pueblo Recreation Center. He stated that he was also exploring partnerships opportunities. He noted that the community was in support of the plan.

Community Services Director Jones announced that there was \$150,000 Prop A grant available to use for the play equipment and perhaps other amenities, as well as City funds available for court resurfacing. He noted that the community thought that a restroom was a high priority.

Community Services Director Jones noted that Joe D'Alessio, a former Department member, had passed away.

Commissioner Gilbert stated that there would be: a book discussion on Unbroken on April 14 at the Western Museum of Flight, a bus tour of Louis Zamperini's haunts on April 15, and a showing of an episode of the television show 48 Hours at the library. She noted that there would be a B17 on view at the Western Museum of Flight on April 21-22, 2012. She invited everyone to Lago Seco Park for the Centennial tree planting dedication on 10:30 a.m. on April 28.

Commissioner Greenberg stated that she had a fabulous pancake breakfast at the Attic.

Commissioner Hays concurred with Commissioner Greenberg on the pancake breakfast.

Commissioner Mayeda thanked his fellow Commissioners for their support in his first time this term as acting chair.

**MOTION:** At 7:50 p.m., Commissioner Gilbert moved to adjourn the meeting to May 9, 2012 at 7:00 p.m. in the West Annex meeting room. Commissioner Greenberg seconded the motion and, hearing no objection, Chairperson Mayeda so ordered.

Approved as Amended May 9, 2012 s/ Sue Herbers, City Clerk
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